



## CHARTER

AND

BY-LAWS

OF THE

## CHURCH OF THE HOLY TRINITY,

PHILADELPHIA.

PHILADELPHIA: 1902,





#### CHARTER

OF THE

## CHURCH OF THE HOLY TRINITY

PHILADELPHIA

WHEREAS, the following named persons, citizens of this Commonwealth, viz., John Bohlen, John Welsh, William Welsh, John Grigg, R. W. D. Truitt, Asa Whitney, Thomas Allibone, Thomas H. Powers, Ephraim Clark, Jr., L. Montgomery Bond, Wm. P. Cresson, Francis Wharton, John D. Taylor, Wm. Gillespie, D. B. Taylor, John M. Hale, Joseph Harrison, Jr., Alexander Henry, Thomas Balch, John C. Mitchell, J. Cheston Morris, Samuel Leonard, Caleb Jones, Lemuel Coffin, have, together with other citizens, associated for the purpose of worshipping Almighty God, according to the faith and discipline of the Protestant Episcopal Church of the United States of America, and have for that purpose formed a Congregation in the City of Philadelphia, in the State of Pennsylvania, and are now desirous to be incorporated, agreeably to the provisions of the Act of the General Assembly of Pennsylvania, entitled "An Act to confer on certain Associations of the citizens of this Commonwealth the powers and immunities of Corporations or bodies politic in law." They therefore declare the following to be the objects, articles and conditions of their said Association, agreeably to which they desire to be incorporated, viz.:

## FIRST.

The name of the Corporation shall be "The Rector, Churchwardens and Vestrymen of the Church of the Holy Trinity, Philadelphia."

## SECOND.

This Church acknowledges itself to be a member of and to belong to the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church of the United States of America. As such it accedes to, recognizes and adopts, the Constitution, Canons, doctrine and discipline, and worship of the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church in the United States, and acknowledges their authority accordingly. Any member of this Church or corporation, who shall disclaim or refuse conformity to the said authority, shall cease to be a member of this corporation, and shall not be elected or vote in the election of Vestrymen, or exercise any office or function in, concerning, or connected with, the said Church or corporation.

## THIRD.

The rents and revenues of this corporation shall be, from time to time, applied for the maintenance and support of the Rector, Ministers and officers of the said Church, and in the erection and necessary repairs of the Church and Churchyard and parsonage house and other houses which now do or hereafter shall belong to the said corporation, and to no other use and purpose whatsoever. *Provided*, That all the property of the said corporation shall be taken and held,

and to inure, subject to the control and disposition of the lay members of the same through the Vestry or governing body of the said corporation, according to the true intent and meaning of the provisions of the Act, relating to corporations, and estates held for corporate, religious and charitable uses, approved the twenty-sixth day of April, Anno Domini 1855.

## FOURTH.

[This corporation shall have full power to purchase and hold such lands, messuages, tenements and hereditaments as may be required for their charitable and religious purposes, although the same be not adjacent to their Church Edifice, if not exceeding in the value of the annual income thereof the amount now authorized by law. *Provided*, That\*] the said corporation shall not by deed, fine or recovery, or by any other means, without the assent of the lay members of the convention of the Protestant Episcopal Church of the State of Pennsylvania, or of

the lay members of the Standing Committee of the Diocese, previously had and obtained, grant, alien, or otherwise dispose of any lands, messuages, tenements or hereditaments in them vested, nor charge, nor encumber the same to any person or persons whomsoever.

## FIFTH.

The Rector and Assistant Minister or Ministers of this Church, shall be elected by the Churchwardens and Vestrymen, in such manner as the statutes and by-laws shall ordain. The Vestry of the said Church shall consist of twelve persons, members of the said Church, who shall continue in office for one year, and until others be chosen, and the election of such Vestry shall be made every year, on Easter Monday, by a majority of such members of the said Church, as shall appear by the Vestry books to have paid two successive years immediately preceding the time of such election, for a pew or sitting in the said Church; Provided, That in case of the failure to elect Vestrymen on that day, the corporation shall not on that account be dissolved, but the election shall be holden

<sup>\*</sup>The part in brackets was prefixed by an amendment of the Charter, approved by the Supreme Court May 25, 1863.

on some other day, in such manner as the by-laws may prescribe. Provided also, That until a church edifice shall be erected, and the pew and seat holders shall elect a Vestry agreeably to this Charter, the [Vestrymen and other\*] officers of said corporation, other than a Rector or Assistant Minister or Ministers, shall be elected, and its affairs be conducted by the paying subscribers to the said edifice, who shall have power to adopt any by-laws for their own government which shall not be forbidden by law, or inconsistent with the principles of this Charter. All elections of officers by the said subscribers shall be notified as the by-laws may prescribe, and shall be by ballot, each subscriber being entitled to one vote for every five hundred dollars subscribed, and on which he shall have paid whatsoever instalments may have been demanded.

## SIXTH.

No person shall be the Rector or Assistant Minister of this Church unless he shall have had Episcopal ordination, and unless he be in full standing with the Protestant Episcopal Church of the State of Pennsylvania, and of the United States, and recognized as such by the Bishop of this Diocese, or in case of a vacancy in the Episcopate, by the Standing Committee of the Diocese.

## SEVENTH.

The said Vestry shall have full power to choose their own officers; and they shall annually, at their first meeting after their election, choose one of their number to be one Churchwarden, and the Rector for the time being shall elect another of the said Vestrymen to be the other Churchwarden of the said Church. In case of a vacancy in the office of Rector at the time of the election, the other Churchwarden shall also be chosen by the Vestry, to remain until the election of a Rector, or a new election of the Vestry. And during such vacancy the Churchwardens for the time being and Vestrymen shall have the same powers and authority relating to the disposition of the rents and revenues of said corporation as are hereby vested in the Rector, Churchwardens and Vestrymen. Provided always,

<sup>\*</sup> The part in brackets was inserted by an amendment of the Charter, approved by the Supreme Court March 22, 1858.

That it shall be the duty of the said Churchwardens and Vestrymen, to elect another Rector to supply the vacancy, as soon as conveniently may be.

## EIGHTH.

This Charter may be amended by a vote of two-thirds of the paying subscribers to the said edifice, as above specified, until the organization of a Vestry, and after that period by a vote of two-thirds of the Vestry, with the sanction of the legal authorities; but such amendment must have been proposed at one stated meeting and adopted at another.

## (Signed)

JOHN BOHLEN,
JNO. WELSH,
WM. WELSH,
JNO. GRIGG,
R. W. D. TRUITT,
A. WHITNEY,
THOS. ALLIBONE,
THOS. H. POWERS,
EPH'M CLARK, JR.,
L. MONTGOMERY BOND,
WM. P. CRESSON,
FRANCIS WHARTON,

JNO. D. TAYLOR,
WM. GILLESPIE,
D. B. TAYLOR,
JNO. M. HALE,
JOSEPH HARRISON, JR.,
ALEXANDER HENRY,
THOS. BALCH,
JNO. C. MITCHELL,
J. CHESTON MORRIS,
SAMUEL LEONARD,
C. JONES,
LEM'L COFFIN.

Office of the Attorney-General, Lancaster, Sept. 5, 1856.

I do hereby certify, that I have perused and examined the above instrument of writing, purporting to be the Charter of the Church of the Holy Trinity, Philadelphia, and am of opinion that the objects, articles and conditions therein contained are lawful.

(Signed)

THOS. E. FRANKLIN,
Attorney-General.

WE, the Justices of the Supreme Court of Pennsylvania, do certify that we have examined and perused the above instrument of writing, and concur with the Attorney-General in the opinion that the objects, articles and conditions therein set forth and contained, are lawful.

Witness our hands in Sunbury, this seventh day of October, A. D. 1856.

(Signed)

ELLIS LEWIS, GEO. W. WOODWARD, J. S. BLACK.

#### PENNSYLVANIA S. C.

I, Charles Pleasants, Prothonotary of the Supreme Court for the Northern District of Pennsylvania, do certify that the above Charter of "The Rector, Churchwardens and Vestrymen of the Church of the Holy Trinity, Philadelphia," after notice thereof posted in my office at Sunbury for the space of ten days, was submitted to the Judges of the said Court, at the October Term, A. D. 1856, and was, by a majority of the said Judges, signed and approved.

In testimony whereof, I have hereunto set my hand, and affixed the seal of the said Court, at Sunbury, this seventh day of October, A. D. 1856.

(Signed) CHARLES PLEASANTS,

Proth'y Sup. Court, Northern District.

EXECUTIVE CHAMBER, Harrisburg, May 18, 1858.

To Wm. M. Hiester, Esq., Secretary of the Commonwealth.

SIR:—Let the foregoing Charter of Incorporation of "The Rector, Churchwardens and Vestrymen of the Church of the Holy Trinity, Philadelphia," and the amendments to, or alterations of the same, be enrolled according to law.

(Signed) WM. F. PACKER.

SECRETARY'S OFFICE.

PENNSYLVANIA, SS.

Enrolled in "Charter Book," Volume No. 8, pages 74,
75, 76, 77 and 78. In testimony whereof I have hereunto set my hand, and caused the seal of the Secretary's office to be affixed hereto, at Harrisburg, this eighteenth day of May, A. D. one thousand eight hundred and fifty-eight, and of the Commonwealth the eighty-second.

(Signed) WM. M. HIESTER,

WM. M. HIESTER,
Secretary of the Commonwealth.

BY-LAWS

OF THE

## CHURCH OF THE HOLY TRINITY

PHILADELPHIA

(Revised 1902.)

## ARTICLE I.

OF ELECTIONS AND APPOINTMENT OF OFFICERS.

SECTION 1. The annual election for Vestrymen shall be held on Easter Monday, between the hours of five\* and six o'clock, P. M. *Provided*, That the Churchwardens may, at their discretion, keep the polls open for a longer period. Notice of the election shall be given to the congregation on the preceding Sunday. The Vestry shall choose three pew-holders to be judges of the said election, whose duty it shall be to make return thereof to the Secretary, who shall thereupon notify the members-elect of the result, and

<sup>\*</sup> Amended January 7, 1901.

cause it, together with the appointment of Churchwardens, to be read to the congregation on the succeeding Sunday. But if, from any cause whatever the Vestry shall fail to appoint said judges, or they should not act, the duty of appointment shall devolve on the Wardens; and in case of a failure to elect Vestrymen on Easter Monday, the election shall take place at any other time the Vestry may appoint; but it shall be the duty of the Vestry to order such election within four weeks.

SEC. 2. The Vestry shall meet on the day after the annual election, and shall choose one Churchwarden, who shall be the Accounting Warden, and the Rector shall choose the other Churchwarden, who shall be the Rector's Warden. The Vestry shall also choose a Secretary, and Lay Deputies to the Diocesan Convention; and shall appoint a Sexton and such other officers as may be required for the good government and service of the Church. In case of a failure to elect officers at this meeting, they shall be chosen at the next stated meeting, unless a special meeting shall be previously called for that purpose.

SEC. 3. The Vestry shall fill vacancies which may occur in their own body; but no person shall be elected a Vestryman unless nominated at one stated meeting, and chosen by a majority of the members of the Vestry at a subsequent stated meeting.

SEC. 4. All elections shall be by ballot, unless otherwise ordered by the Vestry.

## ARTICLE II.\*

OF THE ELECTION OF A RECTOR.

SEC. I. No action shall be taken by the Vestry for the nomination or election of a Rector, unless due notice thereof shall have been given to each member of the Vestry, and no election shall be made until four weeks after the candidate shall have been nominated.

SEC. 2. The election shall be by ballot, and the votes of at least three-fourths of the members of the Vestry shall be necessary to a choice.

<sup>\*</sup> Amended February 3, 1902.

### ARTICLE III.\*

OF ASSISTANT MINISTERS.

SEC. 1. The clergy of the Parish, other than the Rector and his assistants, shall be styled and known as Assistant Ministers. They shall be elected by the Vestry, with the approval of the Rector, if there be one, and shall hold their office during the pleasure of the Rector and Vestry, and shall be assigned to the charge of the Holy Trinity Memorial Chapel and the other Chapels of the Parish.

SEC. 2. No action shall be taken by the Vestry for the election or dismissal of an Assistant Minister, unless due notice thereof shall have been given to each member of the Vestry; and no action shall be taken thereon until four weeks after such notice shall have been given.

SEC. 3. The election or dismissal shall be by ballot, and the votes of at least a majority of the members of the Vestry shall be necessary in either case.

## ARTICLE IV.

OF THE MEETINGS OF THE VESTRY.

SEC. 1. The stated meetings of the Vestry shall be held on the day after the annual election, and on the first Monday of every month, except July, August and September.

SEC. 2. The Rector, either Churchwarden, or any two members of the Vestry, may require special meetings to be called at any time, the object of said meeting to be specified, and no other business to be transacted without the unanimous consent of those present.

SEC. 3. Five members shall constitute a quorum for the transaction of business.

SEC. 4. The Rector, or in his absence the Rector's Warden, shall preside at the meetings of the Vestry, but if both should be absent, then any member may be appointed chairman.

SEC. 5. The meetings of the Vestry shall be opened with prayer, and the order of business shall be as follows:

<sup>\*</sup> Amended February 3, 1902.

- 1. Minutes of the preceding meeting.
- 2. Reports of Committees.
- 3. Communications.
- 4. Unfinished business.
- 5. New business.

SEC. 6. The rules of order shall be those usually governing deliberative bodies.

SEC. 7. The yeas and nays when called for by two members shall be recorded by the Secretary.

## ARTICLE V.

#### OF THE CHURCHWARDENS.

SEC. I. The Churchwardens shall have the general superintendence of the property of the corporation, and shall see that the Sexton and other officers perform their respective duties in a satisfactory manner; and that order be maintained in and about the Church during the time of Divine service.

SEC. 2. They shall have power to make purchases of all articles necessary for the use of the Church, not exceeding in amount one thousand dollars per annum.

SEC. 3. They shall be authorized to sell, let or otherwise dispose of the vacant pews and sittings, and also the pews and sittings of those persons who shall not have paid the rent thereof as is hereafter required. They shall collect the pew rents as they become due, and for that purpose one of them shall attend at the Church, with a Committee of the Vestry, at such times as the Vestry may appoint.

SEC. 4. They shall collect, or cause to be collected, all rents, interests, dividends, or other moneys due to the corporation.

SEC. 5. They shall have charge of the seal of the corporation to be affixed by them, under the authority of the Vestry, to such documents as require its attestation.

## ARTICLE VI.

OF THE ACCOUNTING WARDEN.

SEC. I. The Accounting Warden shall receive the moneys of the Church, and pay the same under the direction of the Vestry. He shall deposit in a bank or trust company the funds of the corporation, and have

them placed to his credit as Warden of the Church of the Holy Trinity, Philadelphia, in a separate account to be opened and kept for that purpose.

SEC. 2. He shall keep a regular account of his receipts and payments, which shall be open at all reasonable times to the inspection of the members of the Vestry; and he shall submit to that body annually on the first Monday of April, or at the next meeting thereafter, a statement of his accounts, duly audited.

SEC. 3. He shall have charge of the charter, and of the evidences of title to the property of the corporation, and of all articles the custody of which is not otherwise provided for.

## ARTICLE VII.

OF THE SECRETARY.

SEC. 1. The Secretary shall keep regular minutes of the proceedings of the Vestry; notify the members of all its meetings; call special meetings when required; and perform such other duties as appertain to the office.

## ARTICLE VIII.

OF THE STANDING COMMITTEES.

SEC. 1. The following Standing Committees shall be appointed at the annual meeting:

- I. COMMITTEE ON MUSIC—to consist of four members who shall make arrangements for conducting the music of the Church, after consultation with the Rector in reference thereto.
- 2. COMMITTEE ON FINANCE—to consist of four members who shall have the supervision of the finances of the corporation.
- 3. Committee on Trusts—to consist of the Wardens and two other members who shall have charge of the investment of all property or money passing to this Church in trust for religious and charitable objects, and of the disbursement of the income thereof, under the sanction and approval of the Vestry. All estate and moneys belonging to the said Trusts shall be kept separate from the other property of the Church, and sepa-

rate accounts shall be kept of each Trust.

- 4. Committee on the Memorial Chapel —to consist of the Wardens and three other members who shall have the supervision and general management of the affairs of the Memorial Chapel and Schools, and the other departments of work connected therewith. The Rector of the Church and the Minister of the Chapel shall be ex-officio members of the Committee.
- 5. Parochial Committee—to consist of the Rector and Wardens and four other members who shall have the supervision and general management of the educational, industrial and benevolent work of the Church, including the charge of the Parish House and its work. An annual report of the work and contributions of the Parish shall be made by this Committee.
- 6. AUDITING COMMITTEE—to consist of two members who shall audit the accounts of the Wardens and of all Committees having charge of funds of the corporation.

## ARTICLE IX.

OF THE SEXTON.

SEC. I. The Sexton shall have the constant care of the Church; be in attendance at all the services and meetings; and perform such other duties appertaining to the office as may be required of him by the Wardens.

### ARTICLE X.

OF THE PEWS AND PEW-HOLDERS.

- SEC. 1. A registry of the pews and sittings shall be kept under the direction of the Accounting Warden.
- SEC. 2. The pews shall be sold and let at the rates assessed upon them by the Vestry. On the pews belonging to the Church, renters will be required to pay, in addition to the rent, interest at the rate of six per cent. per annum on the assessed value of the pew.
- SEC. 3. The pew rents shall be payable semi-annually in advance, on the first and second Wednesdays of April and October, at the vestry room, from three to six o'clock

P. M., or at such other times as may be appointed; notice thereof to be given in the Church on the preceding Sunday.

SEC. 4. If any rents remain unpaid after the expiration of the time appointed to receive them, the Wardens may employ a suitable person to collect the same, who shall be entitled to a commission, not exceeding five per cent., to be paid by the delinquents.

SEC. 5. Pews, the rents of which shall be in arrears for one year or more, shall be thereby forfeited to the Church: *Provided*, That, before such forfeiture be enforced, six months' notice of the arrears shall be given to the owners, or to their representatives, but, if neither can be found, the general notice given in the Church for the payment of rents shall be sufficient; and when any pew so forfeited shall be sold, the proceeds thereof, less the arrears and expenses of selling, shall be paid, on demand, to the owner at the time of the forfeiture, or to his or her representative.

SEC. 6. When more than one person have rights to sittings in the same pew, no particular part or portion of the pew is to be considered as belonging exclusively to either or any of them; but all are to have a common right to the whole, and a separate right only to the seat occupied for the time being, except so far as courtesy may produce a different arrangement; and in case of difficulty or dispute between the occupants of any pew, the Wardens, upon complaint made, shall request a compliance with this rule; and if either of the parties shall, notwithstanding, persist in refusing to comply, the Vestry may deprive such person of the right to any sitting in the said pew.

SEC. 7. No person shall sell, let or transfer his or her pew or sitting without the consent of the Wardens or Vestry, previously obtained; and in no case until all arrearages of purchase-money or pew rent shall be paid.

SEC. 8. The letting of a pew belonging to the Church shall not prevent its sale, whenever a purchaser may offer: *Provided*, That the occupant shall have the privilege of buying it, or be allowed one month's notice before being required to vacate it.

SEC. 9. When a pew-renter desires to vacate a pew, notice thereof must be given

to the Wardens before the expiration of the term for which it was rented, otherwise liability will be incurred for a new term.

SEC. 10. No person shall alter a pew or change any of the arrangements thereof without the consent of the Wardens.

SEC. 11. A pew shall be set apart for the use of the Rector's family, free of rent.

SEC. 12. Pews or sittings shall be appropriated for the use of the children of the Sunday Schools; and free sittings, or diminution of rent, shall be granted to others at the discretion of the Wardens.

SEC. 13. The Wardens shall have power to appropriate to strangers such pews or sittings as may be unoccupied after the opening prayers.

## ARTICLE XI.

OF THE SINKING FUND.

SEC. 1. A Sinking Fund shall be maintained for the extinguishment of the debt of the Church, under the management of the Committee on Finance.

## ARTICLE XII.

OF COLLECTIONS IN THE CHURCH.

SEC. I. Collections shall be made in the Church for such religious and charitable objects as the Rector and Wardens may approve. The collections and contributions shall be entered upon the books of the Church, and shall be paid over by the Accounting Warden for the objects named.

## ARTICLE XIII.

OF APPLICATIONS FOR THE USE OF THE CHURCH.

SEC. 1. All applications for the use of the Church, except for those purposes ordered by the General or Diocesan Convention, shall be made to the Rector, or in his absence to the Wardens, who may grant the application at their discretion.

## ARTICLE XIV.

OF THE BY-LAWS.

SEC. I. No repeal or amendment of the By-Laws shall be made unless proposed at one stated meeting, and adopted by a majority of the members of the Vestry at a subsequent stated meeting.

## CHARTER and BY-LAWS

OF THE

## Church of the Holy Trinity

PHILADELPHIA

1919

## CHARTER

of the

# Church of the Holy Trinity

[as amended]

Whereas, the following named persons, citizens of this Commonwealth, viz.: John Bohlen, Thomas Allibone, John D. Taylor, Thomas Balch, John Welsh, Thomas H. Powers, William Gillespie, John C. Mitchell, William Welsh, Ephraim Clark, Jr., D. B. Taylor, J. Cheston Morris, John Grigg, L. Montgomery Bond, John M. Hale, Samuel Leonard, R. W. D. Truitt, William P. Cresson, Joseph Harrison, Jr., Caleb Jones, Asa Whitney, Francis Wharton, Alexander Henry, Lemuel Coffin, have, together with other citizens, associated for the purpose of worshipping Almighty God, according to the faith and discipline of the Protestant Episcopal Church of the United States of America, and have for that purpose formed a Congregation in the City of Philadelphia, in the State of Pennsylvania, and are now desirous to be incorporated, agreeably to the provisions of the Act of the General Assembly of Pennsylvania, entitled "An Act to confer on certain Associations of the citizens of this Commonwealth the powers and immunities of Corporations or bodies politic in law." They therefore declare the following to be the objects, articles and conditions of their

said Association, agreeably to which they desire to be incorporated, viz.:

#### FIRST

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#### THIRD

The rents and revenues of this corporation shall be, from time to time, applied for the maintenance and support of the rector, ministers and officers of said church, and in the erection and necessary repairs of the church, churchyard, parsonage house and other houses which now do or hereafter shall belong to the said corporation, and to such other purposes as the corporate funds may be lawfully applied. Provided that all property, real or personal, belonging to the said corporation, or which shall

hereafter be bequeathed, devised, or conveyed to it, shall not be otherwise taken, held, or to enure, than subject to the control and disposition of the lay members of such church, congregation, or religious society, or such constituted officers or representatives thereof as shall be composed of the majority of lay members, citizens of Pennsylvania, having a controlling power, according to the rules regulations, useages or corporate requirements thereof so far as is consistent herewith, according to the true intent and meaning of the provisions of the Act, relating to corporations, and estates held for corporate, religious and charitable uses, approved the twenty-sixth day of April, Anno Domini, 1855, and of the act relating to church charters and authorizing amendments thereto approved the fourteenth day of April. Anno Domini. 1905, and Provided that the clear annual value or income of the real and personal estate held by the said corporation. shall not at any time exceed the amount authorized by the laws of this Commonwealth.

#### FOURTH

The Rector and Assistant Minister or Ministers of this Church, shall be elected by the Churchwardens and Vestrymen, in such manner as the statutes and by-laws shall ordain. The Vestry of the said Church shall consist of twelve persons, members of the said Church, who shall continue in office for one year, and until others be chosen, and the election of such Vestry shall be made every year, on Easter Monday, by a majority of such members of the said Church, as shall appear by the Vestry books to have paid two successive years immediately preceding the time of such election, for a pew or sitting in the said Church; Provided, that in case of the failure to elect Vestrymen on that day, the corpora-

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tion shall not on that account be dissolved, but the election shall be holden on some other day, in such manner as the by-laws may prescribe. Prowided also, that until a church edifice shall be erected, and the pew and seat holders shall elect a Vestry agreeably to this Charter, the Vestrymen and other officers of said corporation, other than a Rector or Assistant Minister or Ministers, shall be elected, and its affairs be conducted by the paying subscribers to the said edifice, who shall have power to adopt any by-laws for their own government which shall not be forbidden by law, or inconsistent with the principles of this Charter. All elections of officers by the said subscribers shall be notified as the by-laws may prescribe, and shall be by ballot, each subscriber being entitled to one vote for every five hundred dollars subscribed, and on which he shall have paid whatsoever instalments may have been demanded.

#### FIFTH

No person shall be the Rector or Assistant Minister of this Church unless he shall have had Episcopal ordination, and unless he be in full standing with the Protestant Episcopal Church of the State of Pennsylvania, and of the United States, and recognized as such by the Bishop of this Diocese, or in case of a vacancy in the Episcopate, by the Standing Committee of the Diocese.

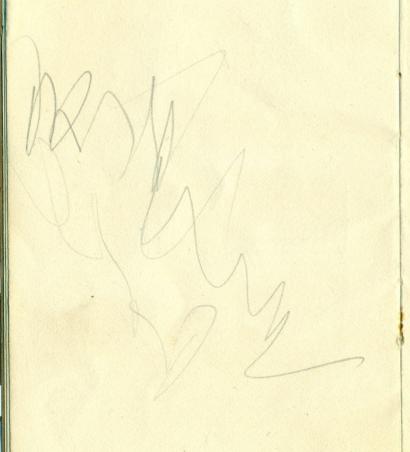
### SIXTH

The said Vestry shall have full power to choose their own officers; and they shall annually, at their first meeting after their election, choose one of their number to be one Churchwarden, and the Rector for the time being shall elect another of the said Vestrymen to be the other Churchwarden of the said

Church. In case of a vacancy in the office of Rector at the time of the election, the other Churchwarden shall also be chosen by the Vestry, to remain until the election of a Rector, or a new election of the Vestry. And during such vacancy the Churchwardens for the time being and Vestrymen shall have the same powers and authority relating to the disposition of the rents and revenues of said corporation as are hereby vested in the Rector, Churchwardens and Vestrymen. Provided always, that it shall be the duty of the said Churchwardens and Vestrymen, to elect another Rector to supply the vacancy, as soon as conveniently may be.

#### SEVENTH

This Charter may be amended by a vote of twothirds of the paying subscribers to the said edifice, as above specified, until the organization of a Vestry, and after that period by a vote of two-thirds of the Vestry, with the sanction of the legal authorities; but such amendment must have been proposed at one stated meeting and adopted at another.



## BY-LAWS

of the

# Church of the Holy Trinity

#### ARTICLE I.

Of Election and Appointment of Officers.

Section 1. The annual election for Vestrymen shall be held on Easter Monday, between the hours of five thirty and six o'clock P. M. Provided, that the Churchwardens may, at their discretion, adjourn the election to another day. Notice of the election shall be given to the congregation on the preceding Sunday. The Vestry shall choose 3 members of the church to be judges of the said election, whose duty it shall be to make return thereof to the Secretary, who shall thereupon notify the members-elect of the result and cause it, together with the appointment of Churchwardens, to be read to the congregation on the succeeding Sunday. But if, from any cause whatever, the Vestry shall fail to appoint said judges, or they should not act, the duty of appointment shall devolve on the Wardens; and in case of a failure to elect Vestrymen on Easter Monday, the election shall take place at any other time the two Wardens may appoint; but it shall be the duty of the two Wardens to order such election within four weeks. Notice of such postponed election shall be given to the congregation on the Sunday preceding the election.

Section 2. The Vestry shall meet on the day after the annual election, and shall choose one Churchwarden, who shall be the Accounting Warden, and the Rector shall choose the other Churchwarden, who shall be the Rector's Warden. The Vestry shall also choose a Secretary, and lay Deputies to the Diocesan Convention; and shall appoint a Sexton and such other officers as may be required for the good government and service of the church. In case of a failure to elect officers at this meeting, they shall be chosen at the next stated meeting, unless a special meeting shall be previously called for that purpose.

Section 3. The Vestry shall fill vacancies which may occur in their own body; but no person shall be elected a Vestryman unless nominated at one stated meeting, and chosen at a subsequent stated meeting by a majority of the members of the Vestry.

Section 4. All elections shall be by ballot, unless otherwise ordered by the Vestry.

#### ARTICLE II.

#### Of the Election of a Rector.

Section 1. No action shall be taken by the Vestry for the nomination or election of a Rector, unless due notice thereof shall have been given to each member of the Vestry, and no election shall be made until four weeks after the candidate shall have been nominated.

Section 2. The election shall be by ballot, and the votes of at least three-fourths of the members of the Vestry shall be necessary to a choice.

#### ARTICLE III.

#### Of Assistant Ministers.

Section 1. The clergy of the Parish, other than the Rector and his assistants, shall be styled and known as Assistant Ministers. They shall be elected by the Vestry,

with the approval of the Rector, if there be one, and shall hold their office during the pleasure of the Rector and Vestry, and shall be respectfully assigned to the Chapels of the Parish.

Section 2. No action shall be taken by the Vestry for the election of an Assistant Minister unless due notice thereof shall have been given to each member of the Vestry, and no action shall be taken thereon until three weeks after such notice shall have been given.

Section 3. The election shall be by ballot, and the votes of at least a majority of the members of the Vestry shall be necessary in either case.

#### ARTICLE IV.

#### Of the Meetings of the Vestry.

Section 1. The stated meetings of the Vestry shall be held on the day after the annual election, and once every month, except July, August and September, on such day and at such hour as the Vestry may from time to time appoint, but, should a regular meeting fall within ten days of the Easter meeting, such meeting shall be omitted upon due notice being given to the members of the Vestry.

Section 2. The Rector, either Churchwarden, or any two members of the Vestry, may require special meetings to be called at any time, the object of said meeting to be specified, and no other business to be transacted without the unanimous consent of those present.

Section 3. Seven members shall constitute a quorum for the transaction of business.

Section 4. The Rector, or in his absence the Rector's Warden, shall preside at the meetings of the Vestry, but if both should be absent, then any member may be appointed chairman.

Section 5. The meetings of the Vestry shall he opened with prayer, and the order of business shall be as follows:

1. Minutes of the preceding meeting.

2. Reports of Committees.

3. Communications.

4. Unfinished business.

5 New Business.

Section 6. The rules of order shall be those usually governing deliberative bodies.

Section 7. The yeas and nays when called for by two members shall be recorded by the Secretary.

#### ARTICLE V.

#### Of the Churchwardens.

Section 1. The Churchwardens shall have the general superintendence of the property of the corporation.

Section 2. They shall have power to make purchases of articles necessary for the use of the Church, not exceeding in amount one thousand dollars per annum, in addition to the customary annual or special expenditures which have been duly authorized by the Vestry.

Section 3. They shall have charge of the seal of the corporation, and shall have authority to affix said seal to receipts for bequests to the Endowment Fund and other Trust Funds when required.

#### ARTICLE VI.

#### Of the Accounting Warden.

Section 1. The Accounting Warden shall receive the moneys of the Church, and pay the same under the general direction of the Vestry. He shall deposit in one or more banks or trust companies approved by the

Vestry the funds of the corporation, and have them placed to the credit of the Church of the Holy Trinity. Philadelphia.

Section 2. He shall cause to be kept a regular account of his receipts and payments, which shall be open at all reasonable times to the inspection of the members of the Vestry; and he shall submit to that body annually a statement of his accounts, which shall be duly audited as soon as possible by certified accountants to be chosen by the Committee on Trusts and Finance. The certified accountants shall report directly to said committee, which shall submit such report at the next ensuing meeting of the Vestry.

Section 3. He shall have charge of the charter, and of the evidences of title to the property of the corporation, and of all articles the custody of which is not otherwise provided for,

Section 4. He shall have power to appoint, with the approval of the Vestry, an assistant or clerk (not necessarily a member of the Vestry), who shall be subject to his orders in the performance of the duties assigned to him in this Article.

Section 5. He shall allot at fixed assessments vacant pews and sittings, and collect such assessments as due.

Section 6. He shall collect, or cause to be collected, all rents, interest, dividends or other moneys due to the corporation and shall endeavor to have all checks made payable "to the order of the Church of the Holy Trinity."

#### ARTICLE VII

#### Of the Secretary.

Section 1. The Secretary shall keep regular minutes of the proceedings of the Vestry, notify the members of all its meetings, call special meetings when required and perform such other duties as appertain to the office.

#### ARTICLE VIII.

#### Of the Standing Committees.

Section 1. The following Standing Committees shall be appointed at the annual meeting:

- 1. Committee on Music—to consist of four members who, with the Rector, shall arrange for conducting the music of the Church.
- 2. Committee on Finance and Trusts—to consist of the Wardens and three other members who shall have the supervision of the finances of the corporation, who shall advise the Accounting Warden as to the investment of all property or money passing to this Church for religious, charitable or other objects and also as to the disbursement of the income thereof; all investments to be reported at the next ensuing meeting of the Vestry. All moneys belonging to Trusts shall be kept separate from the general funds of the Church, and separate Ledger accounts shall be kept of each Trust Fund.

#### ARTICLE IX.

## Of the Sextons and Janitors of the Buildings of the Parish.

Section 1. The Sextons and Janitors of the buildings of the Parish shall have the constant care of the Church, Chapels and other buildings of the Parish and be in attendance at all their respective services and meetings. They shall satisfactorily perform such other duties appertaining to their offices as may be required of them. Under the supervision and advice of the Rector and Wardens and the Ministers in charge of the respective chapels, they shall maintain order in and about their respective buildings.

#### ARTICLE X.

#### Of the Pews and Pewholders.

Section 1. A registry of the pews and sittings shall be kept under the direction of the Accounting Warden.

Section 2. The holders of pews may be assessed for the support of the Church at such rates as the Vestry may from time to time decide. On pews belonging to the Church interest at the rate of six per cent. per annum on the assessed value of the pews will be charged in addition to the regular assessment. Such pews to be alloted in whole or part to such as agree to pay for same for one year, but the Accounting Warden may allot them for a shorter period if there are exceptional reasons therefor.

Section 3. The assessments shall be payable semiannually in advance, bills for same being mailed in advance to each respective holder of a pew or sitting.

Section 4. Pews, the assessments on which shall be in arrears for one year or more, shall be thereby forfeited to the church.

Section 5. When two or more persons have rights to sittings in the same pew, no particular part or portion of the pew is to be considered as belonging exclusively to either or any of them; but are to have a common right to the whole, and a separate right only to the seat occupied for the time being, except so far as courtesy may produce a different arrangement; and in case of difficulty or dispute between the occupants of any pew, the Wardens, upon complaint made, shall request a compliance with this rule; and if either of the parties shall, notwithstanding, persist in refusing to comply, the Vestry may deprive such person of the right to any sitting in the said pew, restoration being made of advance payment on assessment for unexpired time.

Section 6. No person shall sell, let or transfer his or her pew or sitting without the consent of the Wardens previously obtained; and in no case until all arrearages of assessments shall be paid.

Section 7. When any one desires to vacate a pew or sitting notice thereof must be given to the Wardens before the expiration of the term for which it was allotted, otherwise liability will be incurred for a new term.

Section 8. No person shall alter a pew or change any of the arrangements thereof without the consent of the Wardens.

Section 9. A pew shall be set apart for the use of the Rector's family, free of assessment.

Section 10. Pews or sittings shall be appropriated for the use of the children of the Sunday Schools; and free sittings, or diminution of a regular assessment may be granted to others at the discretion of the Wardens.

Section 11. The Wardens, or those whom they may delegate, shall have power to appropriate to strangers such pews or sittings as may be unoccupied after the opening prayers.

Section 12. In case of pews transferred to the Church, a member of the family of the former owner of such a pew, first applying for the same, shall have the preference in obtaining it, provided it has not been already otherwise assigned, and shall not be assessed more than an owner would pay for such a pew, provided such application is made within 6 months after transfer.

#### ARTICLE XI.

Of Collections in the Church.

Section 1. Collections shall be made in the Church

#### ARTICLE XII.

Of Applications for the Use of the Church.

Section 1. All applications for the use of the Church, except for those purposes ordered by the General or Diocesan Convention, shall be made to the Rector, or in his absence to the Wardens, who may grant the application at their discretion.

# ARTICLE XIII. Of the By-Laws.

Section 1. No repeal or amendment of the By-Laws shall be made unless proposed at one stated meeting, and adopted at a subsequent stated meeting by a majority of the members of the Vestry.

## CHARTER

and

BY-LAWS

of the

## Church of the Holy Trinity

Rittenhouse Square Philadelphia

1953

## **CHARTER**

of the

## Church of The Holy Trinity

Philadelphia

Recorded by Prothonotary of Supreme Court, Commonwealth of Pennsylvania, October 7, 1856.

Enrolled in Charter Book of Commonwealth of Pennsylvania, May 18, 1858. (Charter Book No. 8, page 74 et seq.)

Amendment approved by Court of Common Pleas No. 4 of Philadelphia County, by Decree dated February 11, 1907. Recorded in Office for the Recording of Deeds, Philadelphia County, on February 14, 1907. (Charter Book No. 34, page 374 et seq.)

Amendment approved by Court of Common Pleas No. 4 of Philadelphia County, by Decree dated March 21, 1951. Recorded in Office of Recorder of Deeds, Philadelphia County, on March 27, 1951. (Charter Book No. 152, page 569.) Whereas, the following named persons, citizens of this Commonwealth, viz.: John Bohlen, Thomas Allibone, John D. Taylor, Thomas Balch, John Welsh, Thomas H. Powers, William Gillespie, John C. Mitchell, William Welsh, Ephraim Clark, Jr., D. B. Taylor, J. Cheston Morris, John Grigg, L. Montgomery Bond, John M. Hale, Samuel Leonard, R. W. D. Truitt, William P. Cresson, Joseph Harrison, Jr., Caleb Jones, Asa Whitney, Francis Wharton, Alexander Henry, Lemuel Coffin, have, together with other citizens, associated for the purpose of worshipping Almighty God, according to the faith and discipline of the Protestant Episcopal Church of the United States of America, and have for that purpose formed a Congregation in the City of Philadelphia, in the State of Pennsylvania, and are now desirous to be incorporated, agreeably to the provisions of the Act of the General Assembly of Pennsylvania, entitled "An Act to confer on certain Associations of the citizens of this Commonwealth the powers and immunities of Corporations or bodies politic in law." They therefore declare the following to be the objects, articles and conditions of their said Association, agreeably to which they desire to be incorporated, viz.:

#### FIRST

Section 1. The name of the Corporation shall be "The Rector, Churchwardens and Vestrymen of the Church of the Holy Trinity, Philadelphia."

#### SECOND

Section 1. This Church acknowledges itself to be a member of and to belong to the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church of the United States of America. As such it accedes to, recognizes and adopts, the Constitution, Canons, doctrine and discipline, and worship of the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church in the United States, and acknowledges their authority accordingly. Any member of this Church or Corporation, who shall disclaim or refuse conformity to the said authority, shall cease to be a member of this corporation, and shall not be elected or vote in the election of Vestrymen, or exercise any office or function in, concerning, or connected with the said Church or corporation.

#### THIRD\*

Section 1. The registered office of the Corporation is 1904 Walnut Street, Philadelphia, Pennsylvania.

#### FOURTH\*

Section 1. The corporation is to exist perpetually.

#### FIFTH

Section 1. No person shall be the Rector or Assistant Minister of this Church unless he shall have had Episcopal ordination, and unless he be in full standing with the Protestant Episcopal Church of the State of Pennsylvania, and of the United States and recognized as such by the Bishop of this Diocese or in case of a vacancy in the Episcopate, by the Standing Committee of the Diocese

#### SIXTH

Section 1. The said Vestry shall have full power to choose their own officers; and they shall annually, at their first meeting after their election, choose one of their number to be one Churchwarden, and the Rector for the time being shall elect another of the said Vestrymen to be the other Churchwarden of the said Church. In case of a vacancy in the office of \*Amendment of March 21, 1951.

Rector at the time of the election, the other Churchwarden shall also be chosen by the Vestry, to remain until the election of a Rector, or a new election of the Vestry. And during such vacancy the Churchwardens for the time being and Vestrymen shall have the same powers and authority relating to the disposition of the rents and revenues of said corporation as are hereby vested in the Rector, Churchwardens and Vestrymen. Provided always, that it shall be the duty of the said Churchwardens and Vestrymen, to elect another Rector to supply the vacancy, as soon as conveniently may be.

#### SEVENTH\*

Section 1. No grant shall be made of any real property of the Corporation held for use for religious worship, or for a rectory, parish house or school of the Corporation, nor shall any charge be imposed thereon, except with the approval of the Vestry, and in accordance with the Canons of the Protestant Episcopal Church in the Diocese of Pennsylvania and the laws of the Commonwealth of Pennsylvania. Subject as aforesaid, the Vestry of the Church shall have authority to borrow money, or purchase, sell, lease away, or otherwise dispose of any real estate or other property and such action shall be deemed approved upon the adoption of a resolution authorizing the same by a majority of the whole Vestry at a regular or special meeting, duly convened upon proper notice of the purpose of said meeting.

#### EIGHTH\*

Section 1. The Rector and Assistant Minister or Ministers of this Church, shall be elected by the Churchwardens and Vestrymen.

#### NINTH\*

Section 1. The Vestry of the said Church shall consist of twelve (12) persons, voting members of the Corporation. At the annual election for Vestrymen to be held in 1951 there shall be elected for membership in the Vestry twelve Vestrymen, of whom three shall be elected to serve for one year, three shall be elected to serve for two years, three shall be elected to serve for three years and three shall be elected to serve for four years. At their first meeting after the annual election of 1951 the members of the Vestry then elected shall determine, by lot, the respective terms which they shall be considered to have been elected to serve according to the procedure approved by a majority of said Vestrymen. At each succeeding annual election of Vestrymen there shall be elected three Vestrymen to take the places of those whose terms shall then expire, to serve for four years. The election of the members of the Vestry shall be made every year on Easter Monday in the Parish House, and in case of the failure to elect Vestrymen on that day, the election shall be held on some other day in such manner as the by-laws shall prescribe.

Section 2. The Rector chosen to take charge of the religious services by it maintained shall during his continuance in said office of Rector be President of the Corporation as well as ex-officio President of the Vestry, and at all meetings of the same, if present, shall preside but without vote therein.

Section 3. There shall be two Churchwardens chosen from among the Vestrymen, a Treasurer, who may be one of the Wardens, a Secretary or Clerk, and such other officers as may be prescribed by the by-laws.

#### TENTH\*

Section 1. The members of the Corporation who shall be qualified to vote at any election for Vestrymen and upon all questions which may come before any meeting of the Corporation shall be all lay, confirmed members of the Protestant \*Amendment of March 21, 1951.

Episcopal Church of the United States of the age of at least twenty-one years who shall have been worshipers in this Church as their usual place of public worship for at least three years and who shall appear by the books of the Corporation to have been contributors of record during each of three successive years immediately preceding such election or meeting or shall be members as shall appear by the Vestry books to have paid two successive years immediately preceding the time of such election, for a pew or sitting in the said Church; provided that after the effective date of this amendment to the Articles of Incorporation lay, confirmed persons of the age of twenty-one years or upwards who shall have been worshipers in this Church as their usual place of public worship for at least three years prior to the effective date of this amendment to the Articles of Incorporation, according to the books and records of the Church, financial or otherwise, and subject to the approval of the Vestry, shall be entitled to vote at all elections for Vestrymen and at all meetings of the Corporation until the expiration of three years from the date of this amendment, but not longer.

#### ELEVENTH

Section 1. In the case of the dissolution of the Corporation, all its property shall vest in The Church Foundation IN TRUST to hold the same, and by and with the consent and approval of the Bishop of the Protestant Episcopal Church in the Diocese of Pennsylvania and of the Standing Committee of said Diocese elected and existing at such time according to the Constitution and Canons of said Church, to convey the said property or to continue to hold the same in trust for some existing or future Congregation of members of the said Church in the said Diocese, or, by and with like consent and approval, to sell said property at public or private sale, and grant and convey the same to the purchaser, without liability on the part of the purchaser to see to the application of the purchase money, and to hold or dispose of the proceeds thereof or the income derived from the investment of such proceeds for such uses and purposes as may be determined by said Church Foundation acting by and with the consent and approval of the said Bishop and Standing Committee. And if at the same time action is to be taken there should be a vacancy in the Office of Bishop in said Diocese then the consent and approval of the said Standing Committee alone shall be sufficient to authorize such action.

#### TWELFTH

Section 1. The Vestry, by a vote of two-thirds of all its members, shall have power to make, alter, and amend or repeal By-Laws for the management of the property of the corporation and the regulation of its affairs, Provided, that the foregoing powers conferred upon the Vestry respecting the By-Laws shall be subject to the power of the members of the corporation to change or repeal the same as provided by law. All alterations, amendments, and repeals of the By-Laws by the Vestry shall be proposed in writing at a meeting not less than fourteen days before the meeting at which final action thereon is taken.

Section 2. No amendment to these Articles shall be effective unless approved by such authorities of the Protestant Episcopal Church in the Diocese of Pennsylvania as are required by the Canons of the Diocese.

## BY-LAWS

OF THE

## Church of The Holy Trinity

PHILADELPHIA

(February 17, 1953)

ARTICLE I
of the Annual Meeting

SECTION 1. An annual meeting of the corporation shall be held on Easter Monday at an hour to be designated by the Vestry.

The purpose of this meeting is to hear reports, elect Vestry-

men, and conduct other corporate business.

Notice of the annual meeting shall be read from the pulpit at the eleven o'clock morning service on the two preceding Sundays. Additional notice may be given if deemed necessary by the Vestry.

Section 2. Special meetings of the corporation may be called at any time by the Rector or the Vestry or by the Accounting Warden or the Rector's Warden, in which event it shall be the duty of the Secretary to give notice of a special meeting of the corporation to be held at such time as the Secretary may fix not less than ten days after the receipt of the request. At least five days written notice of every special meeting of the members of the corporation shall be given by the Secretary to each member of record entitled to vote.

#### ARTICLE II

of Election and Appointment of Officers

Section 1. The election of Vestrymen shall be by ballot and shall take place at the annual meeting, and in case of a failure to elect Vestrymen at this meeting, the election shall take place at any other time the two wardens may appoint within the next four weeks. Notice of such postponed election shall be given in the same way that notice is given of the annual meeting of the corporation.

At least one month prior to Easter Monday in every year, the Vestry shall by a majority vote of those present at a meeting, nominate candidates to be voted for at the election. Additional nominations may be made in writing by any three persons entitled to vote at the election, provided such written nominations are delivered to the Secretary of the Vestry at least fifteen days prior to Easter Monday. The Nominations shall be printed in the leaflet and posted at the rear of the Church.

The Vestry shall cause ballots to be prepared upon which shall appear the names of all candidates so nominated both by the Vestry and by other persons entitled to vote, with appropriate designations indicating which candidates are the present

incumbents.

The Vestry shall choose three members of the corporation to act as judges of the election, whose duty it shall be to make return thereof to the Secretary of the Vestry, who shall thereupon notify the members-elect of the result and cause it to be read, together with the appointment of Wardens, to the congregation on the succeeding Sunday.

The Wardens shall appoint the judges of election if the

Vestry fail to do so.

Section 2. The Vestry shall meet on the day after the annual election, and shall choose one Churchwarden, who shall be the Accounting Warden, and the Rector shall choose the

other Churchwarden, who shall be the Rector's Warden. The Vestry shall also choose a Secretary, and lay Deputies to the Diocesan Convention. In cast of a failure to elect officers at this meeting, they shall be chosen at the next stated meeting, unless a special meeting shall be previously called for that purpose.

Section 3. The Vestry shall fill vacancies which may occur in their own body; but no person shall be elected a Vestryman unless nominated at one stated meeting, and chosen at a subsequent stated meeting by a majority of the members of the Vestry.

Section 4. Every member eligible to vote shall be entitled to one vote which may be cast either in person at the meeting or by Proxy submitted in advance of such meeting to the Secretary of the Vestry either by handing the same personally to him or by mailing the same to him in time to reach him prior to the opening of the meeting of members. All votes not cast by such written Proxies submitted in advance of the meeting shall be cast in person by ballot at the meeting unless the persons attending the meeting shall by resolution duly adopted by a majority thereof waive the necessity of voting by ballot. Each member having a right to vote in elections may cast the whole number of his votes for one candidate or distribute them between two or more candidates. Upon request of a member, the records of membership shall be produced at any general or special meeting.

Section 5. The presence in person or by Proxy of fifty of the members entitled to vote shall constitute a quorum. If a meeting cannot be organized because a quorum has not attended, those present may, except as otherwise provided by law, adjourn the meeting to such time and place as they may determine.

#### ARTICLE III

#### of the Election of a Rector

SECTION 1. No action shall be taken by the Vestry for the nomination or election of a Rector, unless due notice thereof shall have been given to each member of the Vestry, and no election shall be made until four weeks after the candidate shall have been nominated.

SECTION 2. The election shall be by ballot, and the votes of at least three-fourths of the members of the Vestry shall be

necessary to a choice.

#### ARTICLE IV of Assistant Ministers

SECTION 1. The clergy of the Parish, other than the Rector, shall be styled and known as Assistant Ministers. They shall be elected by the Vestry, upon the nomination of the Rector, if there be one, and shall hold their office during the pleasure of the Rector and Vestry, and shall be respectively assigned to the Chapels or other work of the Parish. The Courtesy title of Associate Rector or Vicar may be authorized by the Vestry.

SECTION 2. No action shall be taken by the Vestry for the election of an Assistant Minister unless due notice thereof shall have been given to each member of the Vestry, and no action shall be taken thereon until three weeks after such notice shall have been given.

Section 3. The election shall be by ballot, and the votes of at least a majority of the members of the Vestry shall be necessary in either case.

#### ARTICLE V

of the Meetings of the Vestry

Section 1. The stated meetings of the Vestry shall be held on the day after the annual election, and once every month, except July and August, on such day and at such hour as the Vestry may from time to time appoint, but, should a regular meeting fall within ten days of the Easter meeting, such meeting shall be omitted upon due notice being given to the members of the Vestry.

SECTION 2. The Rector, either Churchwarden, or any two members of the Vestry, may require special meetings to be called at any time upon the giving of at least five days' written notice of such meeting to each Vestryman, the object of said meeting to be specified, and no other business to be transacted without the unanimous consent of those present. When a meeting is adjourned, it shall not be necessary to give any notice of the adjourned meeting, other than by announcement at the meeting at which such adjournment is taken.

Section 3. Seven members shall constitute a quorum for the transaction of business, and the acts of a majority of the Vestrymen present at a meeting, at which a quorum is present, shall be the acts of the Vestrymen, unless otherwise stipulated in the Articles of Incorporation or in these By-Laws; provided that if all the members of the Vestry shall severally or collectively consent in writing to any action to be taken by the Church, such action shall be as valid corporate action as though it had been authorized in a meeting of the Vestry.

Section 4. The Rector, or in his absence the Rector's Warden, shall preside at the meetings of the Vestry, but if both should be absent, then any member may be appointed chairman.

Section 5. The meetings of the Vestry shall be opened with prayer, and the order of business shall be as follows:

1. Minutes of the preceding meeting.

2. Reports of Committees. 3. Communications.

4. Unfinished business.

5. New business.

Section 6. The rules of order shall be those usually governing deliberative bodies.

Section 7. The year and nays when called for by two members shall be recorded by the Secretary.

Section 8. Subject to the limitations contained in the Articles of Incorporation, all evidences of indebtedness, notes, contracts of loans, purchase, lease and sale or other undertakings and commitments, and any and all documents including instruments of assignment and transfer required to be executed in the performance of such contracts, all releases, satisfactions and assignments of mortgages, judgments, and other liens; all conveyances of real estate and all powers for the transfer of certificates of stocks, bonds, debentures, notes or certificates of deposit of any such securities owned by The Corporation of the "Rector, Churchwardens and Vestrymen of The Church of the Holy Trinity of Philadelphia," and all receipts and satisfactions of legacies, bequests and devises to the said corporation. shall be made, executed and delivered by the Rector or the Rector's Warden, each of whom is hereby empowered to execute and deliver all such instruments; those requiring the corporate seal to be attached to contain also the attestation of the Accounting Warden.

#### ARTICLE VI

of the Churchwardens

SECTION 1. The Churchwardens shall have the general

superintendence of the property of the corporation.

Section 2. They shall have power to make purchases of articles necessary for the use of the Church, not exceeding in amount one thousand dollars per annum, in addition to the customary annual or special expenditures which have been duly authorized by the Vestry.

SECTION 3. They shall have charge of the seal of the corporation.

#### ARTICLE VII

#### of the Accounting Warden

Section 1. The Accounting Warden shall receive the moneys of the Church, and pay the same under the general direction of the Vestry. He shall deposit in one or more banks or trust companies approved by the Vestry the funds of the corporation, and have them placed to the credit of the Church of the Holy Trinity, Philadelphia.

Section 2. He shall cause to be kept a regular account of his receipts and payments, which shall be open at all reasonable times to the inspection of the members of the Vestry; and he shall submit to that body annually a statement of his accounts, which shall be duly audited as soon as possible by certified accountants to be chosen by the Committee on Trusts and Finance. The certified accountants shall report directly to said committee, which shall submit such report at the next ensuing meeting of the Vestry.

Section 3. He shall have charge of the charter, and of the evidences of title to the property of the corporation, and of all articles the custody of which is not otherwise provided for.

Section 4. He shall have power to appoint, with the approval of the Vestry, an agent or an assistant or clerk (not necessarily a member of the Vestry), who shall be subject to his orders in the performance of the duties assigned to him in this Article.

SECTION 5. He shall collect, or cause to be collected, all rents, interest, dividends or other moneys due to the corporation and shall endeavor to have all checks made payable "to the order of the Church of the Holy Trinity."

### ARTICLE VIII

#### of the Secretary

Section 1. The Secretary shall keep regular minutes of the proceedings of the Vestry, notify the members of all its meetings, call special meetings when required and perform such other duties as appertain to the office.

#### ARTICLE IX

#### of the Standing Committees

Section 1. The following Standing Committee shall be appointed at the annual meeting on Easter Tuesday.

- 1. Committee on Music—to consist of four members who, with the Rector, shall arrange for conducting the music of the Church.
- 2. Committee on Finance and Trusts—to consist of the Wardens and three other members who shall have the authority to invest, sell, and re-invest the funds of the parish in such securities as the Committee deems desirable, all investments to be reported to the Vestry at its next ensuing meeting.

3. Committee on Physical Property—to be in charge of the repairs and refurbishing of the Church, except property of Prince of Peace Chapel.

#### ARTICLE X

of the Choirmaster, Organist, and Members of the Choir Section 1. The choirmaster and organist shall be appointed and dismissed by the Rector with the approval of the Music Committee and reported to the Vestry.

Section 2. Members of the choir shall be appointed and dismissed by the choirmaster with the approval of the Rector and of the Music Committee.

SECTION 3. Such appointments for the Chapel shall be under the jurisdiction of the officers of the Chapel.

#### ARTICLE XI

#### of the Clerks, Sextons, and Janitors

SECTION 1. Clerks shall be appointed and dismissed by the Rector with the approval of the Wardens and reported to the Vestry.

Section 2. Sextons and janitors shall be appointed and dismissed by the Rector with the approval of the Committee on Physical Property and reported to the Vestry.

SECTION 3. Such appointments for the Chapel shall be under the jurisdiction of the officers of the Chapel.

#### ARTICLE XII

#### of the Pews and Pewholders

Section 1. A registry of the pews and sittings shall be kept under the direction of the Accounting Warden.

#### ARTICLE XIII

#### of Offerings in the Church

Section 1. Offerings shall be made in the Chruch and Chapels for religious, charitable or other objects or for support, as the Rector and Wardens may arrange.

#### ARTICLE XIV

of Applications for the Use of the Church and Parish House
Section 1. All applications for the use of the Church and
Parish House except for those purposes ordered by the General or Diocesan Convention, shall be made to the Rector, or in
his absence to the Wardens, who may grant the application at
their discretion.

## ARTICLE XV of the By-Laws

SECTION 1. The Vestry, by a vote of two-thirds of all its members, shall have power to make, alter, and amend or repeal By-Laws for the management of the property of the corporation and the regulation of its affairs, Provided, that the foregoing powers conferred upon the Vestry respecting the By-Laws shall be subject to the power of the members of the Corporation to change or repeal the same as provided by law. All alterations, amendments, and repeals of the By-Laws by the Vestry shall be proposed in writing at a meeting not less than fourteen days before the meeting at which final action thereon is taken.

## CHARTER

and

**BY-LAWS** 

of the

# Church of the Holy Trinity

Rittenhouse Square Philadelphia

1967

## CHARTER

## of the

## CHURCH OF THE HOLY TRINITY

## Philadelphia

- Recorded by Prothonotary of Supreme Court, Commonwealth of Pennsylvania, October 7, 1856.
- Enrolled in Charter Book of Commonwealth of Pennsylvania, May 18, 1858. (Charter Book No. 8, page 74 et seq.)
- Amendment approved by Court of Common Pleas No. 4 of Philadelphia County, by Decree dated February 11, 1907. Recorded in Office for the Recording of Deeds, Philadelphia County, on February 14, 1907. (Charter Book No. 34, page 374 et seq.)
- Amendment approved by Court of Common Pleas No. 4 of Philadelphia County, by Decree dated March 21, 1951. Recorded in Office of Recorder of Deeds, Philadelphia County, on March 27, 1951. (Charter Book No. 152, page 569.)

Whereas, the following named persons, citizens of this Commonwealth, viz.: John Bohlen, Thomas Allibone, John D. Taylor, Thomas Balch, John Welsh, Thomas H. Powers, William Gillespie, John C. Mitchell, William Welsh, Ephraim Clark, Jr., D. B. Taylor, J. Cheston Morris, John Grigg, L. Montgomery Bond, John M. Hale, Samuel Leonard. R. W. D. Truitt, William P. Cresson, Joseph Harrison, Jr., Caleb Jones, Asa Whitney, Francis Wharton, Alexander Henry, Lemuel Coffin, have, together with other citizens, associated for the purpose of worshipping Almighty God, according to the faith and discipline of the Protestant Episcopal Church of the United States of America, and have for that purpose formed a Congregation in the City of Philadelphia, in the State of Pennsylvania, and are now desirous to be incorporated, agreeably to the provisions of the Act of the General Assembly of Pennsylvania, entitled "An Act to confer on certain Associations of the citizens of this Commonwealth the powers and immunities of Corporations or bodies politic in law." They therefore declare the following to be the objects, articles and conditions of their said Association, agreeably to which they desire to be incorporated, viz.:

#### FIRST

Section 1. The name of the Corporation shall be "The Rector, Churchwardens and Vestrymen of the Church of the Holy Trinity, Philadelphia."

## SECOND

Section 1. This Church acknowledges itself to be a member of and to belong to the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church of the United States of America. As such it accedes to, recognizes and adopts, the Constitution, Canons, doctrine and discipline, and worship of the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church in the United States, and acknowledges their authority accordingly. Any member of this Church or Corporation, who shall disclaim or refuse conformity to the said authority, shall cease to be a member of this corporation, and shall not be elected or vote in the election of Vestrymen, or exercise any office or function in, concerning, or connected with the said Church or corporation.

#### THIRD\*

Section 1. The registered office of the Corporation is 1904 Walnut Street, Philadelphia, Pennsylvania.

#### FOURTH\*

Section 1. The corporation is to exist perpetually.

#### FIFTH

Section 1. No person shall be the Rector or Assistant Minister of this Church unless he shall have had Episcopal ordination, and unless he be in full standing with the Protestant Episcopal Church of the State of Pennsylvania and of the United States and recognized as such by the Bishop of this Diocese or in case of a vacancy in the Episcopate, by the Standing Committee of the Diocese.

#### SIXTH

Section 1. The said Vestry shall have full power to choose their own officers; and they shall annually, at their first meeting after their election, choose one of their number to be one Churchwarden, and the Rector for the time being shall elect another of the said Vestrymen to be the other Churchwarden of the said Church. In case of a vacancy in the office of Rector at the time of the election, the other Churchwarden shall also be chosen by the Vestry, to remain until the election of a Rector, or a new election of the Vestry. And during such vacancy the Churchwardens for the time being and Vestrymen shall have the same powers and authority relating to the disposition of the rents and revenues of said corporation as are hereby vested in the Rector. Churchwardens and Vestrymen. Provided always, that it shall be the duty of the said Churchwardens and Vestrymen, to elect another Rector to supply the vacancy, as soon as conveniently may be.

## SEVENTH\*

Section 1. No grant shall be made of any real property of the Corporation held for use for religious worship, or for a rectory, parish house or school of the Corporation, nor shall any charge be imposed thereon, except with the approval of the Vestry, and in accordance with the Canons of the Protestant Episcopal Church in the Diocese of Penn-

\*Amendment of March 21, 1951.

sylvania and the laws of the Commonwealth of Pennsylvania. Subject as aforesaid, the Vestry of the Church shall have authority to borrow money, or purchase, sell, lease away, or otherwise dispose of any real estate or other property and such action shall be deemed approved upon the adoption of a resolution authorizing the same by a majority of the whole Vestry at a regular or special meeting, duly convened upon proper notice of the purpose of said meeting.

#### EIGHTH\*

Section 1. The Rector and Assistant Minister or Ministers of this Church, shall be elected by the Churchwardens and Vestrymen.

NINTH\*

Section 1. The Vestry of the said Church shall consist of twelve (12) persons, voting members of the Corporation. At the annual election for Vestrymen to be held in 1951 there shall be elected for membership in the Vestry twelve Vestrymen, of whom three shall be elected to serve for one year, three shall be elected to serve for two years, three shall be elected to serve for three years and three shall be elected to serve for four years. At their first meeting after the annual election of 1951 the members of the Vestry then elected shall determine, by lot, the respective terms which they shall be considered to have been elected to serve according to the procedure approved by a majority of said Vestrymen. At each succeeding annual election of Vestrymen there shall be elected three Vestrymen to take the places of those whose terms shall then expire, to serve for four years. The election of the members of the Vestry shall be made every year on Easter Monday in the Parish House, and in case of the failure to elect Vestrymen on that day, the election shall be held on some other day in such manner as the by-laws shall prescribe.

Section 2. The Rector chosen to take charge of the religious services by it maintained shall during his continuance in said office of Rector be President of the Corporation as well as ex-officio President of the Vestry, and at all meetings of the same, if present, shall preside but without vote therein.

Section 3. There shall be two Churchwardens chosen from among the Vestrymen, a Treasurer, who may be one \*Amendment of March 21, 1951.

of the Wardens, a Secretary or Clerk, and such other officers as may be prescribed by the by-laws.

#### TENTH\*

Section 1. The members of the Corporation who shall be qualified to vote at any election for Vestrymen and upon all questions which may come before any meeting of the Corporation shall be all lay, confirmed members of the Protestant Episcopal Church of the United States of the age of at least twenty-one years who shall have been worshipers in this Church as their usual place of public worship for at least three years and who shall appear by the books of the Corporation to have been contributors of record during each of three successive years immediately preceding such election or meeting or shall be members as shall appear by the Vestry books to have paid two successive years immediately preceding the time of such election, for a pew or sitting in the said Church; provided that after the effective date of this amendment to the Articles of Incorporation lay, confirmed persons of the age of twenty-one years or upwards who shall have been worshipers in this Church as their usual place of public worship for at least three years prior to the effective date of this amendment to the Articles of Incorporation, according to the books and records of the Church, financial or otherwise, and subject to the approval of the Vestry, shall be entitled to vote at all elections for Vestrymen and at all meetings of the Corporation until the expiration of three years from the date of this amendment, but not longer.

## ELEVENTH

Section 1. In the case of the dissolution of the Corporation, all its property shall vest in The Church Foundation IN TRUST to hold the same, and by and with the consent and approval of the Bishop of the Protestant Episcopal Church in the Diocese of Pennsylvania and of the Standing Committee of said Diocese elected and existing at such time according to the Constitution and Canons of said Church, to convey the said property or to continue to hold the same in trust for some existing or future Congregation of members of the said Church in the said Diocese, or, by and with like consent and approval, to sell said property at public or private sale, and grant and convey the same to the purchaser, without liability on the part of the purchaser to see

\*Amendment of March 21, 1951.

to the application of the purchase money, and to hold or dispose of the proceeds thereof or the income derived from the investment of such proceeds for such uses and purposes as may be determined by said Church Foundation acting by and with the consent and approval of the said Bishop and Standing Committee. And if at the same time action is to be taken there should be a vacancy in the Office of Bishop in said Diocese then the consent and approval of the said Standing Committee alone shall be sufficient to authorize such action.

#### TWELFTH

Section 1. The Vestry, by a vote of two-thirds of all its members, shall have power to make, alter, and amend or repeal By-Laws for the management of the property of the corporation and the regulation of its affairs, Provided, that the foregoing powers conferred upon the Vestry respecting the By-Laws shall be subject to the power of the members of the corporation to change or repeal the same as provided by law. All alterations, amendments, and repeals of the By-Laws by the Vestry shall be proposed in writing at a meeting not less than fourteen days before the meeting at which final action thereon is taken.

Section 2. No amendment to these Articles shall be effective unless approved by such authorities of the Protestant Episcopal Church in the Diocese of Pennsylvania as are required by the Canons of the Diocese.

## BY-LAWS

of the

## CHURCH OF THE HOLY TRINITY

Philadelphia

(March 29, 1966)

# ARTICLE I of the Annual Meeting

SECTION 1. An annual meeting of the corporation shall be held not later than the 4th Monday after Easter at an hour to be designated by the Vestry.

The purpose of this meeting is to hear reports, elect Vestry members, and conduct other corporate business.

Notice of the annual meeting shall be read from the pulpit at the eleven o'clock morning service on the four preceding Sundays. Additional notice may be given if deemed necessary by the Vestry.

Section 2. Special meetings of the corporation may be called at any time by the Rector or the Vestry or by the Accounting Warden or the Rector's Warden, in which event it shall be the duty of the Secretary to give notice of a special meeting of the corporation to be held at such time as the Secretary may fix not less than ten days after the receipt of the request. At least five days written notice of every special meeting of the members of the corporation shall be given by the Secretary to each member of record entitled to vote.

## ARTICLE II

of Election and Appointment of Officers

SECTION 1. The election of Vestry members shall be by ballot and shall take place at the annual meeting, and in case of a failure to elect Vestry members at this meeting, the election shall take place at any other time the two wardens may appoint within the next four weeks. Notice of such postponed election shall be given in the same way that notice is given of the annual meeting of the corporation.

At least one month prior to Easter Monday in every year, the Vestry shall by majority vote of those present at a meeting, nominate candidates to be voted for at the election. Additional nominations may be made in writing by any three persons entitled to vote at the election, provided such written nominations are delivered to the Secretary of the Vestry at least fifteen days prior to Easter Monday. The Nominations shall be printed in the leaflet and posted at the rear of the Church.

The Vestry shall cause ballots to be prepared upon which shall appear the names of all candidates so nominated both by the Vestry and by other persons entitled to vote, with appropriate designations indicating which candidates are the present incumbents.

The Vestry shall choose three members of the corporation to act as judges of the election, whose duty it shall be to make return thereof to the Secretary of the Vestry, who shall thereupon notify the members-elect of the result and cause it to be read, together with the appointment of Wardens, to the congregation on the succeeding Sunday.

The Wardens shall appoint the judges of election if the Vestry fail to do so.

SECTION 2. The Vestry shall meet within 1 week after the annual election, and shall choose one Churchwarden, who shall be the Accounting Warden, and the Rector shall choose the other Churchwarden, who shall be the Rector's Warden. The Vestry shall also choose a Secretary and lay Deputies to the Diocesan Convention. In case of a failure to elect officers at this meeting, they shall be chosen at the next stated meeting, unless a special meeting shall be previously called for that purpose.

SECTION 3. The Vestry shall fill vacancies which may occur in its own body; but no person shall be elected to the Vestry unless nominated at one stated meeting, and chosen at a subsequent stated meeting by a majority of the members of the Vestry.

SECTION 4. Every member eligible to vote shall be entitled to one vote which may be cast either in person at the meeting or by Proxy submitted one week in advance of such meeting to the Secretary of the Vestry either by handing the same personally to him or by mailing the same to him in time to reach him prior to the opening of the

meeting of members. All votes not cast by such written Proxies submitted in advance of the meeting shall be cast in person by ballot at the meeting unless the persons attending the meeting shall by resolution duly adopted by a majority thereof waive the necessity of voting by ballot. Each member having a right to vote in elections may cast the whole number of his votes for one candidate or distribute them between one or more candidates. Upon request of a member, the records of membership shall be produced at any general or special meeting.

SECTION 5. The presence in person of fifty of the members entitled to vote shall constitute a quorum. If a meeting cannot be organized because a quorum has not attended, those present may, except as otherwise provided by law, adjourn the meeting to such time and place as they may determine.

# ARTICLE III of the Election of a Rector

SECTION 1. No action shall be taken by the Vestry for the nomination or election of a Rector, unless due notice thereof shall have been given to each member of the Vestry and to the person being considered, and no election shall be made until four weeks after the candidate shall have been nominated unless circumstances make this impossible.

SECTION 2. The Election shall be by ballot, and the votes of at least three-fourths of the members of the Vestry shall be necessary to a choice. If the election is not unanimous, the candidate should be so notified.

# ARTICLE IV of Assistant Ministers

Section 1. The clergy of the Parish, other than the Rector shall be styled and known as Assistant Ministers. They shall be elected by the Vestry, upon the nomination of the Rector, if there be one, and shall hold their office during the pleasure of the Rector and Vestry, and shall be assigned to the work of the Parish. The Courtesy title of Associate Rector may be authorized by the Vestry.

SECTION 2. No action shall be taken by the Vestry for the election of an Assistant Minister unless due notice thereof shall have been given to each member of the Vestry.

SECTION 3. The election shall be by ballot, and the votes of at least  $\frac{3}{4}$  of the members of the Vestry shall be necessary. If the election is not unanimous the candidate should be so notified.

#### ARTICLE V

## of the Meetings of the Vestry

SECTION 1. The stated meetings of the Vestry shall be held on the day after the annual election, and once every month, except July and August, on such day and at such hour as the Vestry may from time to time appoint.

SECTION 2. The Rector, either Churchwarden, or any two members of the Vestry, may require special meetings to be called at any time upon the giving of at least five days' written notice of such meeting to each Vestry member and to the Rector, the object of said meeting to be specified, and no other business to be transacted without the unanimous consent of those present. When a meeting is adjourned, it shall not be necessary to give any notice of the adjourned meeting, other than by announcement at the meeting at which such adjournment is taken.

Section 3. Seven members shall constitute a quorum for the transaction of business, and the acts of a majority of the members of the Vestry present at a meeting, at which a quorum is present, shall be the acts of the Vestry, unless otherwise stipulated in the Articles of Incorporation or in these By-Laws; provided that if all the members of the Vestry shall severally or collectively consent in writing to any action to be taken by the Church, such action shall be as valid corporate action as though it had been authorized in a meeting of the Vestry.

SECTION 4. The Rector, or in his absence the Rector's Warden, shall preside at the meetings of the Vestry, but if both should be absent, then any member may be appointed chairman.

SECTION 5. The meetings of the Vestry shall be opened with prayer, and the order of business shall be as follows:

- 1. Minutes of the preceding meeting
- 2. Reports of Committees
- 3. Communications
- 4. Unfinished business
- 5. New Business

- SECTION 6. The rules of order shall be those usually governing deliberative bodies.
- Section 7. The year and nays when called for by two members shall be recorded by the Secretary.

SECTION 8. Subject to the limitations contained in the Articles of Incorporation, all evidences of indebtedness. notes, contracts of loans, purchase, lease and sale or other undertakings and commitments, and any and all documents including instruments of assignment and transfer required to be executed in the performance of such contracts, all releases, satisfactions and assignments of mortgages, judgments, and other liens; all conveyances of real estate and and all powers for the transfer of certificates of stocks, bonds, debentures, notes or certificates of deposit of any such securities owned by the Corporation of the "Rector. Churchwardens and Vestrymen of The Church of the Holy Trinity of Philadelphia" and all receipts and satisfactions of legacies, bequests and devises to the said corporation, shall be made, executed and delivered by the Rector or the Rector's Warden, each of whom is hereby empowered to execute and deliver all such instruments; those requiring the corporate seal to be attached to contain also the attestation of the Accounting Warden.

## ARTICLE VI

## of the Churchwardens

SECTION 1. The Churchwardens shall have the general superintendence of the property of the corporation.

SECTION 2. They shall have power to make purchases of articles necessary for the use of the Church, not exceeding in amount one hundred dollars per annum, in addition to the customary annual or special expenditures which have been duly authorized by the Vestry.

SECTION 3. They shall have charge of the seal of the corporation.

### ARTICLE VII

## of the Accounting Warden

SECTION 1. The Accounting Warden shall receive the moneys of the Church, and pay the same under the general direction of the Vestry. He shall deposit in one or more

Financial Institutions approved by the Vestry the funds of the corporation, and have them placed to the credit of the Church of the Holy Trinity, Philadelphia.

SECTION 2. He shall cause to be kept a regular account of his receipts and payments, which shall be open at all reasonable times to the inspection of the members of the Vestry; and he shall submit to that body annually a statement of his accounts.

SECTION 3. He shall have charge of the charter, and of the evidences of title to the property of the corporation, and of all articles the custody of which is not otherwise provided for.

SECTION 4. He shall have power to appoint, with the approval of the Vestry, an agent or an assistant or clerk (not necessarily a member of the Vestry), who shall be subject to his orders in the performance of the duties assigned to him in this Article.

SECTION 5. He shall collect, or cause to be collected, all rents, interest, dividends or other moneys due to the corporation and shall endeavor to have all checks made payable "to the order of the Church of the Holy Trinity".

# ARTICLE VIII of The Secretary

SECTION 1. The Secretary shall keep regular minutes of the proceedings of the Vestry, notify the members of all its meetings, call special meetings when required and perform such other duties as appertain to the office.

## ARTICLE IX

of the Standing Committees

SECTION 1. The following Standing Committees shall be appointed at the first Vestry meeting following the annual meeting:

1. Committee on Finance and Trusts — to consist of the Wardens and four other members of the Vestry who shall have authority to invest, sell and re-invest the funds of the parish in such securities as the Committee deems desirable, all investments to be reported to the Vestry at its next ensuing meeting.

The duty of this committee shall also include preparation of the annual budget of receipts and disbursements after consultation with all interested parties and submission of the budget to the Vestry for approval.

2. Committee on Physical Property — to be in charge of the repairs and refurbishing of the Church.

#### ARTICLE X

of the Choirmaster, Organist, and Members of the Choir

SECTION 1. It shall be the duty of the Rector to see that music is used in the Congregation as an offering to the glory of God and as a help to the people in their worship in accordance with the Book of Common Prayer and as authorized by the Rubric or by the General Convention of this Church. To this end he shall be the final authority in the administration of matters pertaining to the music with such assistance as he may see fit to employ from persons skilled in music. It shall be his duty to suppress all light and unseemly music and all irreverence in the rendition thereof.

SECTION 2. The Choirmaster organist shall be appointed and dismissed by the Rector with the approval of the Vestry.

SECTION 3. Members of the Choir shall be appointed and dismissed by the choirmaster with the approval of the Rector and the Vestry.

## ARTICLE XI

of the Clerks, Sextons, and Janitors

SECTION 1. Clerks shall be appointed and dismissed by the Rector with the approval of the Wardens and Vestry.

SECTION 2. The Sexton and janitors shall be appointed and dismissed by the Rector with the approval of the Committee on Physical Property and the Vestry.

## ARTICLE XII

of Offerings in the Church

SECTION 1. Offerings shall be made in the Church for religious, charitable or other objectives or for support, as the Rector and Wardens may arrange.

#### ARTICLE XIII

of Applications for the Use of the Church and Parish House

SECTION 1. All applications for the use of the Church and Parish House except for those purposes ordered by the General or Diocesan Convention, shall be made to the Rector, or in his absence to the Wardens, who may grant the application with the approval of the Vestry.

# ARTICLE XIV of the By-Laws

SECTION 1. The Vestry, by a vote of two-thirds of all its members, shall have power to make, alter, and amend or repeal By-Laws for the management of the property of the corporation and the regulation of its affairs, Provided, that the foregoing powers conferred upon the Vestry respecting the By-Laws shall be subject to the power of the members of the Corporation to change or repeal the same as provided by law. All alterations, amendments, and repeals of the By-Laws by the Vestry shall be proposed in writing at a meeting not less than fourteen days before the meeting at which final action thereon is taken.